



Memorandum # 13/2003

Commonwealth of Massachusetts | Public Employee Retirement Administration Commission
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Joseph E. Connarton, *Executive Director*

MEMORANDUM

TO: All Retirement Boards

FROM: Joseph I. Martin, Deputy Executive Director

RE: Updates to Managers, Consultants, and Custodians

DATE: April 2, 2003

As you may know, PERAC retains an on-going list of the boards' investment managers, consultants, and custodians. In order for us to have the most up-to-date information, we ask that the boards submit any changes in writing within thirty (30) days from the date of the change. These changes may include the following:

- Termination of Managers
- Liquidation of Pooled Funds
- Name Changes of Managers/Pooled Funds
- New Consultants
- New Custodians

Please note that when a board selects a new manager and/or consultant, there are certain documents that must be submitted to this agency. Enclosed please find PERAC Memo #13/1999 which offers an explanation of the circumstances of what documents are required for the boards to submit.

Thank you for your cooperation in this matter.